



State of New Jersey
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
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PHILIP D. MURPHY
Governor
Commander-in-Chief

SHEILA OLIVER
Lieutenant Governor

★
LISA J. HOU, D.O.
Brigadier General
The Adjutant General

TAG MEMORANDUM
NO. 23-02

17 April 2023

DELEGATION OF AUTHORITY – DECIDING OFFICIAL

1. Pursuant to CNGBI 1400.25, Volume 752, Enclosure H, Paragraph 1, dated 8 November 2021, the Adjutant General may delegate the authority to make agency decisions for all personnel discipline and adverse actions proposed against any Title 32 Military Technician (Dual Status), excepted service employee, or Title 5 excepted or competitive service employees within the New Jersey Army and Air National Guard.
2. Effective the date of this memorandum, this authority is hereby delegated to the Director of Joint Staff for the New Jersey National Guard. As the Deciding Official, all decisions made will constitute the New Jersey National Guard's final determination on adverse actions proposed by the Proposing Official.
3. This delegated authority will be subject to review upon any official change in duties, position, or appointment.
4. Effective immediately, the use of a Reviewing Official is no longer a formal prerequisite for the submission of disciplinary or adverse actions. The utilization of a Reviewing Official may be required at the discretion of the delegated Deciding Official.
5. Point of contact for this memorandum is the J-1 HRO Labor Relations Specialist.

A handwritten signature in black ink, appearing to read "Lisa J. Hou".

LISA J. HOU, D.O.
Brigadier General, NJARNG
The Adjutant General